

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Financial Report

Year Ended June 30, 2013

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date DEC 04 2013

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## INDEPENDENT AUDITORS' REPORT

The Honorable William E. Hilton  
 Rapides Parish Sheriff  
 Alexandria, Louisiana

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Rapides Parish Sheriff (hereinafter "Sheriff") as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Sheriff's basic financial statements as listed in the table of contents

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error

### Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

The audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Rapides Parish Sheriff as of June 30, 2013, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the required supplementary information on pages 34 through 36 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtain during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide an assurance.

The Sheriff has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

### ***Other information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Rapides Parish Sheriff's basic financial statements. The other supplementary information on pages 38 through 50 is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The other supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information, except for the budgetary comparison schedules, has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole. The budgetary comparison schedules have not been subjected to the auditing procedures applied in the audit of the basic financial statements and accordingly, we do not express an opinion or provide any assurance on them. The prior year comparative information on the other supplementary information has been derived from the Rapides Parish Sheriff's 2012 financial statements, which was subjected to the auditing procedures applied by us in the audit of the basic financial statement and, in their opinion, was fairly presented in all material respects in relation to the basic financial statements taken as a whole.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 14, 2013 on our consideration of the Sheriff's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Sheriff's internal control over financial reporting and compliance.

***Kolder, Champagne, Slaven & Company, LLC***  
Certified Public Accountants

## **BASIC FINANCIAL STATEMENTS**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)**

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Statement of Net Position**  
**June 30, 2013**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Current assets	
Cash and cash equivalents	\$ 2,188,866
Certificates of deposit	6,000,000
Receivables	2,613,120
Accrued interest receivable	3,814
Inventories	49,341
Prepaid expenses	<u>60,211</u>
Total current assets	10,915,352
Noncurrent assets	
Capital assets, net	<u>12,304,562</u>
<b>TOTAL ASSETS</b>	<u><b>23,219,914</b></u>
<b>LIABILITIES</b>	
Current liabilities	
Accounts, salaries, and other payables	264,946
Deferred revenue	<u>3,894</u>
Total current liabilities	<u>268,840</u>
Noncurrent liabilities	
Compensated absences	1,609,075
Postemployment benefit obligation	<u>7,650,404</u>
Total noncurrent liabilities	<u>9,259,479</u>
<b>TOTAL LIABILITIES</b>	<u><b>9,528,319</b></u>
<b>NET POSITION</b>	
Invested in capital assets	12,304,562
Unrestricted	<u>1,387,033</u>
<b>TOTAL NET POSITION</b>	<u><b>\$ 13,691,595</b></u>

The accompanying notes are an integral part of the basic financial statements

**Statement of Activities**  
**Year Ended June 30, 2013**

The accompanying notes are an integral part of the basic financial statements

## **FUND FINANCIAL STATEMENTS (FFS)**

## **MAJOR FUNDS DESCRIPTION**

### **General Fund**

The General Fund is used to account for resources traditionally associated with governments which are not required to be accounted for in another fund

### **Special Revenue Fund**

### **Drug Enforcement Fund**

To account for the Edward Byrne Memorial Justice Assistance Grant restricted for the activities and transactions related to the Metro Narcotics Task Force.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Balance Sheet - Governmental Funds**  
**June 30, 2013**

	General Fund	Drug Enforcement Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 2,183,486	\$ 5,380	\$ -	\$ 2,188,866
Interest-bearing deposits	6,000,000	-	-	6,000,000
Receivables	2,613,120	-	-	2,613,120
Accrued interest receivable	3,814	-	-	3,814
Due from other funds	233	-	-	233
Inventories	49,341	-	-	49,341
<b>Total assets</b>	<b><u>\$ 10,849,994</u></b>	<b><u>\$ 5,380</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 10,855,374</u></b>
<b>LIABILITIES AND FUND BALANCE</b>				
<b>Liabilities</b>				
Accounts payable	\$ 264,665	\$ -	\$ -	\$ 264,665
Accrued payroll liabilities	281	-	-	281
Due to other funds	-	233	-	233
Deferred revenue	109	3,785	-	3,894
<b>Total liabilities</b>	<b><u>265,055</u></b>	<b><u>4,018</u></b>	<b><u>-</u></b>	<b><u>269,073</u></b>
<b>Fund balances</b>				
Nonspendable - inventories	49,341	-	-	49,341
Restricted - drug enforcement	-	1,362	-	1,362
Unassigned	10,535,598	-	-	10,535,598
<b>Total fund balances</b>	<b><u>10,584,939</u></b>	<b><u>1,362</u></b>	<b><u>-</u></b>	<b><u>10,586,301</u></b>
<b>Total liabilities and fund balance</b>	<b><u>\$ 10,849,994</u></b>	<b><u>\$ 5,380</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 10,855,374</u></b>

The accompanying notes are an integral part of the basic financial statements

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

**Reconciliation of the Governmental Fund Balance Sheet  
to the Statement of Net Position  
June 30, 2013**

Total fund balance for governmental funds at June 30, 2013	\$ 10,586,301
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Total net position reported for governmental activities in the statement of net position is different because

Cost incurred which benefit more than one period are recorded as an expenditure in the Governmental Funds when paid The portion relating to the next fiscal year is reported as prepaid expenditures in the Statement of Net Position

Prepaid expenses	60,211
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Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds Those assets consist of

Land	\$ 819,145
Buildings and improvements other than buildings, net of \$7,306,630 accumulated depreciation	7,887,746
Vehicles, net of \$4,366,411 accumulated depreciation	1,506,228
Radios, net of \$1,308,368 accumulated depreciation	303,926
Boats, net of \$139,316 accumulated depreciation	24,879
Office equipment, net of \$1,504,350 accumulated depreciation	775,374
Camera/video, net of \$569,618 accumulated depreciation	111,346
Weapons, net of \$219,734 accumulated depreciation	194,563
Other, net of \$1,169,920 accumulated depreciation	<u>681,355</u>
	12,304,562

Long-term liabilities at June 30, 2013

Net OPEB obligation	(7,650,404)
Compensated absences	<u>(1,609,075)</u>

Net position at June 30, 2013	<u>\$ 13,691,595</u>
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The accompanying notes are an integral part of the basic financial statements

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Statement of Revenues, Expenditures, and Changes in Fund Balance -**  
**Governmental Funds**  
**Year Ended June 30, 2013**

	<u>General Fund</u>	<u>Drug Enforcement Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues</b>				
<b>Taxes</b>				
Ad valorem	\$ 11,880,369	\$ -	\$ -	\$ 11,880,369
Sales	11,887,949	-	-	11,887,949
Intergovernmental	4,330,818	71,014	-	4,401,832
Fees, commissions, etc	12,298,539	4,082	-	12,302,621
Interest earned	12,841	-	1,846	14,687
Other	260,066	-	-	260,066
<b>Total revenues</b>	<u>40,670,582</u>	<u>75,096</u>	<u>1,846</u>	<u>40,747,524</u>
<b>Expenditures</b>				
<b>Current -</b>				
<b>Public safety</b>				
Personal services and related benefits	27,349,899	100,218	-	27,450,117
Operating services	4,981,249	643	-	4,981,892
Operations and maintenance	7,167,369	34,673	-	7,202,042
Travel and other charges	86,097	-	-	86,097
Capital outlay	1,272,269	-	-	1,272,269
<b>Total expenditures</b>	<u>40,856,883</u>	<u>135,534</u>	<u>-</u>	<u>40,992,417</u>
<b>Excess (deficiency) of revenues       over expenditures</b>	<u>(186,301)</u>	<u>(60,438)</u>	<u>1,846</u>	<u>(244,893)</u>
<b>Other financing sources (uses)</b>				
Transfers in	409,570	61,800	-	471,370
Transfers out	(61,800)	-	(409,570)	(471,370)
Sale of capital assets	11,139	-	-	11,139
<b>Total other financing sources (uses)</b>	<u>358,909</u>	<u>61,800</u>	<u>(409,570)</u>	<u>11,139</u>
<b>Net change in fund balances</b>	172,608	1,362	(407,724)	(233,754)
<b>Fund balance, beginning</b>	<u>10,412,331</u>	<u>-</u>	<u>407,724</u>	<u>10,820,055</u>
<b>Fund balance, ending</b>	<u>\$ 10,584,939</u>	<u>\$ 1,362</u>	<u>\$ -</u>	<u>\$ 10,586,301</u>

The accompanying notes are an integral part of the basic financial statements

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Reconciliation of the Statement of Revenues, Expenditures, and  
Changes in Fund Balance of the Governmental Fund  
to the Statement of Activities  
Year Ended June 30, 2013**

Total net changes in fund balances for the year ended June 30, 2013 per statement of revenues, expenditures and changes in fund balances	\$ (233,754)
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The change in net position reported for governmental activities in the statement of activities is different because

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay which is considered expenditures on statement of revenues, expenditures and changes in fund balance	\$1,272,269	
Depreciation expense for the year ended June 30, 2013	(1,528,248)	
Current period dispositions of capital assets, net of accumulated depreciation	<u>(5,730)</u>	(261,709)

Prepaid costs are recognized as an expenditure when paid in the Governmental Funds. In the Statement of Activities, however, prepaid expenditures are allocated over the period for which the expenditure is related.

12,107

Compensated absences at June 30, 2013 not requiring the use of current economic resources and, therefore, not recorded as a fund expenditure.

(238,199)

Net OPEB obligation at June 30, 2013 not requiring the use of current economic resources and, therefore, not recorded as a fund expenditure.

(1,777,642)

Total changes in net position for the year ended June 30, 2013 per statement of activities	<u>\$ (2,499,197)</u>
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The accompanying notes are an integral part of the basic financial statements.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Statement of Fiduciary Net Position  
June 30, 2013

	<u>Agency Funds</u>
<b>ASSETS</b>	
Cash	\$ 1,093,276
Due from inmates	<u>5,067</u>
Total assets	<u>\$ 1,098,343</u>
<b>LIABILITIES</b>	
Liabilities	
Due to taxing bodies, inmates, and others	<u>\$ 1,098,343</u>

The accompanying notes are an integral part of the basic financial statements

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements**

**INTRODUCTION**

As provided by Article V, Section 27 of the Louisiana Constitution of 1974, the Sheriff serves a four-year term as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish. The Sheriff administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas.

As the chief law enforcement officer of the parish, the Sheriff has the responsibility for enforcing state and local laws and ordinances within the territorial boundaries of the parish. The Sheriff provides protection to the residents of the parish through on-site patrols and investigations and serves the residents of the parish through the establishment of neighborhood watch programs, anti-drug abuse programs, et cetera. In addition, when requested, the Sheriff provides assistance to other law enforcement agencies within the parish.

As the ex-officio tax collector of the parish, the Sheriff is responsible for collecting and distributing ad valorem property taxes, state revenue sharing funds, and fines, costs, and bond forfeitures imposed by the district court.

The accounts of the tax collector are established to reflect the collections imposed by law, distributions pursuant to such law, and unsettled balances due various taxing bodies and others.

The accounting and reporting policies of the Rapides Parish Sheriff (Sheriff) conform to accounting principles generally accepted in the United States of America as applicable to governments. Such accounting and reporting procedures also conform to the requirements of the industry audit guide, *Audits of State and Local Governmental Units*.

**(1) Summary of Significant Accounting Policies**

**A Reporting Entity**

For financial reporting purposes, the Sheriff includes all funds, account groups, activities, et cetera, that are controlled by the Sheriff as an independently elected parish official. As an independently elected parish official, the Sheriff is solely responsible for the operations of his office, which include the hiring and retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. Other than certain operating expenditures of the Sheriff's office that are paid or provided by the parish council (government) as required by Louisiana law, the Sheriff is financially independent.

Accordingly, the Sheriff is a separate governmental reporting entity. Certain units of local government, over which the Sheriff exercises no oversight responsibility, such as the parish council, parish school board, other independently elected parish officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the Sheriff.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

**B      Basis of Presentation**

The accompanying basic financial statements of the Sheriff have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

**Government-Wide Financial Statements (GWFS)**

The statement of net position and the statement of activities display information about the Sheriff as a whole. These statements include all the financial activities of the Sheriff. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, "Accounting and Financial Reporting for Nonexchange Transactions."

The statement of activities presents a comparison between direct expenses and program revenues for the Sheriff's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of services offered by the Sheriff, and (b) grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

**Fund Financial Statements (FFS)**

The Sheriff uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Sheriff functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The various funds of the Sheriff are classified into two categories: governmental and fiduciary. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Sheriff or its total assets, liabilities, revenues, or expenditures of the individual governmental fund is at least 10 percent of the corresponding total for all governmental funds. The governmental fund of the Sheriff is considered to be the major fund. The funds of the Sheriff are described below.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

**Governmental Funds –**

**General Fund –** This fund is the primary operating fund of the Sheriff and it accounts for the operations of the Sheriff's office. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and internal policy.

**Drug Enforcement Fund –** This fund is used to account for the Edward Byrne Memorial Justice Assistance Grant restricted for the activities and transactions related to the Metro Narcotics Task Force.

**Fiduciary Funds -**

Fiduciary fund reporting focuses on net position and changes in net position. The only funds accounted for in this category are agency funds. The agency funds account for assets held by the Sheriff as an agent for various taxing bodies (tax collections) and for deposits held pending court action. These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Accordingly, it presents only a statement of fiduciary net assets and does not present a statement of changes in fiduciary net assets. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Sheriff's own programs. Fiduciary funds are presented on an economic resources measurement focus and the modified accrual basis of accounting.

**C      Measurement Focus/Basis of Accounting**

The amounts reflected in the governmental fund are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of Sheriff operations.

The amounts reflected in the governmental funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Sheriff considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental fund uses the following practices in recording revenues and expenditures:

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

**Revenues**

Ad valorem taxes and the related state revenue sharing are recorded in the year taxes are due and payable. The taxes are generally collected in December, January, and February of the fiscal year

Intergovernmental revenues and fees, charges and commissions for services are recorded when the Sheriff is entitled to the funds

Interest on interest-bearing deposits is recorded or accrued as revenues when earned. Substantially all other revenues are recorded when received

**Sales Taxes**

On October 5, 2002, the voters of Rapides Parish elected to allow the Rapides Parish Law Enforcement District to levy and collect an additional 0.5% sales and use tax. This tax was levied effective January 1, 2003, in perpetuity, for the purposes of funding salaries and related benefits, as well as the purchase, lease, operation, and maintenance of vehicles, furniture and fixtures, and equipment of the Rapides Parish Sheriff's Office as defined in Sections 301-317 of Title 47 of Louisiana Revised Statutes of 1950 (R.S. 47:301-47:317)

**Expenditures**

The Sheriff's primary expenditures include salaries and insurance, which are recorded when the liability is incurred. Capital expenditures and purchases of various operating supplies are regarded as expenditures at the time purchased.

**Unearned Revenues**

Unearned revenues arise when resources are received by the Sheriff before it has a legal claim to them, as when grant monies are received before the incurrence of qualifying expenditures. In subsequent periods, when the Sheriff has a legal claim to the resources, the liability for unearned revenue is removed from the combined balance sheet and the revenue is recognized.

**D     Budgets**

The Sheriff follows these procedures in establishing the budgetary data reflected in the financial statements:

- 1     The chief administrative deputy prepares a proposed budget for the General and special revenue funds and submits it to the Sheriff for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

- 2 A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
- 3 A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
- 4 After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
- 5 All budgetary appropriations lapse at the end of each fiscal year.
- 6 The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as finally amended by the Sheriff. Such amendments were not material in relation to the original appropriations.

**E     Cash and Interest-Bearing Deposits**

Cash and interest-bearing deposits include amounts in demand deposits, interest-bearing demand deposits, and time deposits. They are stated at cost, which approximates market.

**F     Investments**

Under state law, the Sheriff may deposit funds with a fiscal agent organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Sheriff may invest in United States bonds, treasury notes and bills, government backed agency securities, or certificates and time deposits of state banks organized under Louisiana Law and national banks having principal offices in Louisiana. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool (LAMP), a nonprofit corporation formed by the State Treasurer and organized under the laws of the State of Louisiana, which operates a local government investment pool.

**G     Receivables**

Receivables are charged against income as they become uncollectible. In the opinion of management, all receivables at year-end were considered collectible, and an allowance for doubtful accounts was not considered necessary.

**H     Internal Balances**

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables are classified as "due from other funds" or "due to other funds" on the governmental funds balance sheet. These internal balances are eliminated for reporting in the statement of position.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

I     Inventories

Inventories consist of (1) items sold at the commissaries, (2) supplies for the detention centers, (3) office supplies, and (4) shop tire inventory. Inventories are valued at the lower of cost or market, using the first-in/first-out (FIFO) method.

J     Prepaid Expenses

In the Government-Wide Financial Statements, insurance premiums and maintenance agreements paid prior to year-end for coverage included in the next fiscal year are reported as prepaid expenses since the expense benefits the next fiscal year. In the Fund Financial Statements, these premiums are recorded as expenditures when paid.

K     Capital Assets

Capital assets are capitalized at historical cost or estimated cost (the extent to which fixed asset costs have been estimated and the methods of estimation should be disclosed) if historical cost is not available (or describe other method of valuation). Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Sheriff maintains a threshold level of \$500 or more for capitalizing capital assets.

Capital assets are recorded in the Statement of Net Position and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Buildings and improvements	5-30 years
Vehicles	5-15 years
Radios	7-10 years
Boats	5-10 years
Office equipment and software	5-15 years
Camera/video	4-10 years
Weapons	5-10 years
Other	3-30 years

L     Compensated Absences

Employees of the Sheriff's office earn from 120 to 180 hours of annual leave each year, depending on their length of service. Those employees who do not take all of their annual leave prior to December 31<sup>st</sup> may carry over no more than 40 hours to the next calendar year. Employees earn from 84 to 120 hours of sick leave per year, depending on length of service. Unused sick leave may be carried forward each year, however, it is not compensable upon termination of employment. At June 30, 2013, employees have accumulated and vested \$1,609,075 of benefits. This amount is included in noncurrent liabilities in the statement of net position.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

**M     Deferred Outflows of Resources and Deferred Inflows of Resources**

In some instances, the GASB requires a government to delay recognition of decreases in net position as expenditures until a future period. In other instances, governments are required to delay recognition of increases in net position as revenues until a future period. In these circumstances, deferred outflows of resources and deferred inflows of resources result from the delayed recognition of expenditures or revenues, respectively. There are no deferred inflows or outflows as of June 30, 2013.

**N     Equity Classifications**

In the government-wide statements, equity is classified as net position and displayed in three components:

- a    Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b    Restricted net position – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c    Unrestricted net position – All other net position that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

In the fund financial statements, governmental fund equity is classified as fund balance. As such, fund balance of the governmental fund is classified as follows:

- a    Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b    Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- c    Committed – amounts that can be used only for specific purposes determined by a formal decision of the Sheriff, which is the highest level of decision-making authority.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

- d Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes
- e Unassigned – all other spendable amounts

When an expenditure is incurred for the purposes for which both restricted and unrestricted fund balance is available, the Sheriff considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Sheriff considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Sheriff has provided otherwise in its commitment or assignment actions.

O Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

(2) Cash and Interest-Bearing Deposits

Under state law, the Sheriff may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The Sheriff may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2013, the Sheriff has cash and interest-bearing deposits (book balances) totaling \$9,280,742, as follows:

	Governmental Activities	Fiduciary Funds	Total
Noninterest-bearing deposits	\$2,188,866	\$ 390,305	\$ 2,579,171
Interest-bearing deposits	6,000,000	701,571	6,701,571
	<u>\$8,188,866</u>	<u>\$1,091,876</u>	<u>\$ 9,280,742</u>

Custodial credit risk is the risk that, in the event of a bank failure, the Sheriff's deposits might not be recovered. The Sheriff does not have a policy for custodial credit risk; however, under state law, these deposits, (or the resulting bank balances) must be secured by federal deposit insurance or similar federal security or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. These deposits are stated at cost, which approximates market.

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

Deposit balances (bank balances) at June 30, 2013, are secured as follows

Bank balances	<u>\$ 10,745,127</u>
Federal deposit insurance	\$ 1,353,009
Pledged securities	<u>9,392,118</u>
Total	<u>\$ 10,745,127</u>

Deposits in the amount of \$9,392,118 were exposed to custodial credit risk. The securities pledged for these deposits are held by the bank, or its trust department or agent, but not in the Sheriff's name. Even though the pledged securities are not held in the name of the Sheriff, Louisiana Revised Statute 39.1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Sheriff that the fiscal agent has failed to pay deposited funds upon demand.

(3) Ad Valorem Taxes

The Sheriff is the ex-officio tax collector of the parish and is responsible for the collection and distribution of ad valorem property taxes. Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the parish government in June and are actually billed to taxpayers by the Sheriff in November. Billed taxes are due by December 31, becoming delinquent on January 1 of the following year. The taxes are based on assessed values determined by the Tax Assessor of Rapides Parish and are collected by the Sheriff. The taxes are remitted to the appropriate taxing bodies net of deductions for assessor's compensation and pension fund contributions.

Ad valorem taxes are budgeted and recorded in the year levied and billed. For the year ended June 30, 2013, law enforcement taxes applicable to the Sheriff's General Fund, were levied at the rate of 17.46 mills on property with net assessed valuations (after homestead exemption) totaling \$693,044,031.

Total law enforcement taxes levied during 2013 were \$12,100,558.

(4) Receivables and Due From Other Governmental Agencies

Receivables and amounts due from other governmental agencies at June 30, 2013 consist of the following:

	<u>Governmental Activities</u>	<u>Fiduciary Funds</u>
Fees, charges, and commissions for services	\$ 1,473,325	\$ -
Sales taxes	1,061,201	-
Grants	64,536	-
Due from inmates	-	-
Other	<u>14,058</u>	-
	<u>\$ 2,613,120</u>	<u>\$ -</u>

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(5) Inventories

Inventories at June 30, 2013 consist of the following

Warehouse inventory	\$ 15,561
Auto parts	22,940
Office supplies	<u>10,840</u>
	<u>\$ 49,341</u>

(6) Capital Assets

Capital asset activity for the year ended June 30, 2013 was as follows

	<u>Balance 07/01/12</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 06/30/13</u>
Governmental activities				
Capital assets not being depreciated				
Land and improvements	\$ 588,283	\$ 230,862	\$ -	\$ 819,145
Other capital assets				
Buildings and improvements	15,127,105	69,242	1,971	15,194,376
Vehicles	5,307,627	656,150	91,138	5,872,639
Radios	1,604,581	52,874	45,161	1,612,294
Boats	164,195	-	-	164,195
Office equipment and software	2,213,511	76,892	10,679	2,279,724
Camera/video	834,927	17,717	171,680	680,964
Weapons	463,243	50,170	99,116	414,297
Other	<u>1,752,802</u>	<u>118,362</u>	<u>19,889</u>	<u>1,851,275</u>
Totals	<u>28,056,274</u>	<u>1,272,269</u>	<u>439,634</u>	<u>28,888,909</u>
Less accumulated depreciation				
Buildings and improvements	6,801,259	507,112	1,741	7,306,630
Vehicles	4,010,842	446,707	91,138	4,366,411
Radios	1,241,147	110,239	43,018	1,308,368
Boats	124,513	14,803	-	139,316
Office equipment and software	1,325,062	188,287	8,999	1,504,350
Camera/video	683,590	57,708	171,680	569,618
Weapons	262,454	55,077	97,797	219,734
Other	<u>1,041,136</u>	<u>148,315</u>	<u>19,531</u>	<u>1,169,920</u>
Total accumulated depreciation	<u>15,490,003</u>	<u>1,528,248</u>	<u>433,904</u>	<u>16,584,347</u>
Governmental activities, capital assets, net	<u>\$ 12,566,271</u>	<u>\$(255,979)</u>	<u>\$ 5,730</u>	<u>\$ 12,304,562</u>

Depreciation expense in the amount of \$1,528,248 was charged to public safety

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(7) Payables and Due to Other Governmental Agencies

Payables and amounts due to other governmental agencies at June 30, 2013 consist of the following

Accounts payable	\$264,665
Payroll withholdings	<u>281</u>
	<u>\$264,946</u>

(8) Compensated Absences

The Sheriff's compensated absences are attributable to governmental activities. The following is a summary of the compensated absences transactions during the year, which are due after one year.

	<u>Compensated Absences</u>
Balance July 1, 2012	\$ 1,370,876
Additions	344,679
Reductions	<u>(106,480)</u>
Balance June 30, 2013	<u>\$ 1,609,075</u>

(9) Postemployment Healthcare and Life Insurance Benefits

From an accrual accounting perspective, the cost of postemployment healthcare benefits should be associated with the periods in which the cost occurs, rather than in the future year when it will be paid. In adopting the requirements of GASB Statement No. 45 during the year ended June 30, 2009, the Sheriff began to recognize the cost of postemployment healthcare in the year when employee services are received, to report the accumulated liability from prior years, and to provide information useful in assessing potential demands on the Sheriff's future cash flows. Because the Sheriff is adopting the requirements of GASB Statement No. 45 prospectively, recognition of the liability accumulated from prior years will be phased in over 30 years, commencing with the 2009 liability.

**Plan Description** The Rapides Parish Sheriff's medical, dental, and life insurance benefits are provided to employees upon retirement.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

Retirement based on at least the following provisions 30 years of service at any age; age 55 and 15 years of service, or, age 50 and 20 years of service (with an actuarially reduced pension benefit) Although employees may retire after age 55 and 12 years of service, medical/dental and life insurance benefits are not provided until at least 15 years of service at retirement

Life insurance coverage is continued to retirees by election and the blended rate for active employees and retirees is \$0.413 per \$1,000 of insurance The employer pays for the first \$10,000 of life insurance after retirement with the retiree paying the remainder, but both "costs" are based on the blended rate Since GASB 45 requires the use of "unblended" rates, we have used the 94GAR mortality table to "unblend" the rates so as to reproduce the composite blended rate overall as the rate structure to calculate the actuarial valuation results for life insurance Thus, the implicit subsidy by the employer has been determined by applying the unblended rate to the full coverage, and subtracting the retiree's premium of the blended rate applied to the excess over \$10,000. Based on historical patterns, we have assumed that 20% of retirees decline the option of paying for the coverage beyond \$10,000 All of the assumptions used for the valuation of the medical benefits have been used except for the trend assumption, zero trend was used for life insurance

**Contribution Rates** Employees do not contribute to their post employment benefits costs until they become retirees and begin receiving those benefits. The plan provisions and contribution rates are contained in the official plan documents

**Fund Policy** Until 2008, the Rapides Parish Sheriff recognized the cost of providing post-employment medical and life insurance benefits (the Rapides Parish Sheriff's portion of the retiree medical and life insurance benefit premiums) as an expense when the benefit premiums were due and thus financed the cost of the post-employment benefits on a pay-as-you-go basis In 2013 and 2012, the Rapides Parish Sheriff's portion of health care and life insurance funding cost for retired employees totaled \$651,054 and \$572,667, respectively

Effective July 1, 2008, the Rapides Parish Sheriff implemented Government Accounting Standards Board Statement Number 45, *Accounting and Financial Reporting by Employers for Post employment Benefits Other than Pensions* (GASB 45) This amount was applied toward the Net OPEB Benefit Obligation as shown in the following table.

**Annual Required Contribution** The Rapides Parish Sheriff's Annual Required Contribution (ARC) is an amount actuarially determined in accordance with GASB 45 The ARC is the sum of the Normal Cost plus the contribution to amortize the Unfunded Actuarial Accrued Liability (UAAL). A level dollar, open amortization period of 30 years (the maximum amortization period allowed by GASB 43/45) has been used for the post-employment benefits The actuarially computed ARC is as follows

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

Normal cost	\$ 955,650
30-year UAL amortization amount	<u>1,577,758</u>
Annual required contribution (ARC)	<u>\$2,533,408</u>

Net Postemployment Benefit Obligation (Asset) The table below shows the Rapides Parish Sheriff's Net Other Post-employment Benefit (OPEB) Obligation for fiscal years ending June 30

Annual required contribution	\$ 2,533,408
Interest on net OPEB obligation	234,910
Adjustment to annual required contribution	<u>(339,622)</u>
Annual OPEB cost (expense)	2,428,696
Contributions made	-
Current year retiree premium	<u>(651,054)</u>
Increase in net OPEB obligation	1,777,642
Net OPEB obligation - beginning of year	<u>5,872,762</u>
Net OPEB obligation - end of year	<u>\$ 7,650,404</u>

The Sheriff's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation as of 2011, 2012, and 2013 follows

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2013	\$ 2,428,696	26.81%	\$ 7,650,404
6/30/2012	\$ 2,146,644	26.68%	\$ 5,872,762
6/30/2011	\$ 2,263,754	23.28%	\$ 4,298,785

**Funded Status and Funding Progress** In 2013 and 2012, the Rapides Parish Sheriff made no contributions to its post employment benefits plan. The plan is not funded, has no assets, and hence has a funded ratio of zero. Based on the July 1, 2012 actuarial valuation, the most recent valuation, the Actuarial Accrued Liability (AAL) at the end of the year June 30, 2013 was \$27,282,977 which is defined as that portion, as determined by a particular actuarial cost method (the Rapides Parish Sheriff uses the Projected Unit Credit Cost Method), of the actuarial present value of post employment plan benefits and expenses which is not provided by normal cost.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

Actuarial accrued liability (AAL)	\$ 27,282,977
Actuarial valuations of plan assets	<u>-</u>
Unfunded actuarial accrued liability (UAAL)	<u>\$ 27,282,977</u>
Funded ratio (actuarial value of plan assets/AAL)	0%
Covered payroll (active plan members)	\$ 23,300,313
UAAL as a percentage of covered payroll	117 1%

**Actuarial Methods and Assumptions** Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. The actuarial valuation for post employment benefits includes estimates and assumptions regarding (1) turnover rate, (2) retirement rate, (3) health care cost trend rate, (4) mortality rate, (5) discount rate (investment return assumption), and (6) the period to which the costs apply (past, current, or future years of service by employees). Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future.

The actuarial calculations are based on the types of benefits provided under the terms of the substantive plan (the plan as understood by the Rapides Parish Sheriff and its employee plan members) at the time of the valuation and on the pattern of sharing costs between the Rapides Parish Sheriff and its plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the Rapides Parish Sheriff and plan members in the future. Consistent with the long-term perspective of actuarial calculations, the actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial liabilities and the actuarial value of assets.

**Actuarial Cost Method** The ARC is determined using the Projected Unit Credit Cost Method. The employer portion of the cost for retiree medical care in each future year is determined by projecting the current cost levels using the healthcare cost trend rate and discounting this projected amount to the valuation date using the other described pertinent actuarial assumptions, including the investment return assumption (discount rate), mortality and turnover.

**Actuarial Value of Plan Assets** There are not any plan assets. It is anticipated that in future valuations, should funding take place, a smoothed market value consistent with Actuarial Standards Board ASOP 6, as provided in paragraph number 125 of GASB Statement 45.

**Turnover Rate** An age-related turnover scale based on actual experience has been used. The rates, when applied to the active employee census, produce a composite average annual turnover of approximately 18%.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(9) Postemployment Healthcare and Life Insurance Benefits (continued)

**Postemployment Benefit Plan Eligibility Requirements** Based on historical experience, it has been assumed that entitlement to benefits will commence four and one-half (4.5) years after the earliest eligibility to retire with a full pension benefit (i.e., not actuarially reduced) and also with at least fifteen years of service (so as to be eligible for medical/dental and life insurance) as described on the first page of this letter under the heading "Plan Description" Medical benefits are provided to employees upon actual retirement

**Investment Return Assumption (Discount Rate)** GASB Statement 45 states that the investment return assumption should be the estimated long-term investment yield on the investments that are expected to be used to finance the payment of benefits (that is, for a plan which is funded). Based on the assumption that the ARC will not be funded, a 4% annual investment return has been used in this valuation

**Healthcare Cost Trend Rate** The expected rate of increase in medical cost is based on a graded schedule beginning with 8% annually, down to an ultimate annual rate of 5.0% for ten years out and later

**Mortality Rate** The 1994 Group Annuity Reserving (94GAR) table, projected to 2002, based on a fixed blend of 50% of the unloaded male mortality rates and 50% of the unloaded female mortality rates, is used This is a recently published mortality table which has been used in determining the value of accrued benefits in defined benefit pension plans Projected future mortality improvement has not been used since it is our opinion that this table contains sufficiently conservative margin for the population involved in this valuation

**Method of Determining Value of Benefits** The "value of benefits" has been assumed to be the portion of the premium after retirement date expected to be paid by the employer for each retiree and has been used as the basis for calculating the actuarial present value of OPEB benefits to be paid The medical rates provided are "blended" rates for active and retired before Medicare eligibility, so we have estimated the "unblended" rates for retirees before Medicare as 130% of the blended rate, as required by GASB 45 for valuation purposes In addition, there is an annually re-calculated "tier assessment" which is also applied to medical benefit costs Dependent coverage is not provided

**Inflation Rate** Included in both the Investment Return Assumption and the Healthcare Cost Trend rates above is an implicit inflation assumption of 2.50% annually

**Projected Salary Increases** This assumption is not applicable since neither the benefit structure nor the valuation methodology involves salary

**Postretirement Benefit Increases** The plan benefit provisions in effect for retirees as of the valuation date have been used and it has been assumed for valuation purposes that there will not be any changes in the future

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

**(10) Pension Plan**

**Plan Description** Substantially all employees of the Sheriff are members of the Louisiana Sheriff's Pension and Relief Fund (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees to provide retirement, disability and survivor benefits to sheriff and deputy sheriff members throughout the State of Louisiana. Benefits are established or amended by state statute.

The System issues a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Sheriffs' Pension and Relief Fund, 1225 Nicholson Drive, Baton Rouge, Louisiana 70802 or by calling (225) 219-0500.

**Funding Policy** Plan members are required to contribute 10% of their annual covered salary and the Sheriff is required to contribute at an actuarially determined rate. The current rate is 13.25% of annual covered payroll. The contribution requirements of plan members and the Sheriff are established and may be amended by state statute. As of July 1, 2005, the Sheriff also pays the members share of the required contribution. The Sheriff's contributions to the retirement system for the years ended June 30, 2013, 2012, and 2011 were \$2,984,870, \$2,633,362, and \$2,543,251, respectively.

**(11) Deferred Compensation Plan**

Certain employees of the Sheriff participate in the Rapides Parish Sheriff's Office Deferred Compensation Plan (Plan) adopted under the provisions of Internal Revenue Code Section 457, which is administered by the Hartford Life Insurance Company. The Sheriff does not have managerial or financial responsibility for the plan assets. As of June 30, 2013, the plan assets totaled \$1,569,614, which is owned by the Plan participants.

**(12) Changes in Agency Fund Balances**

A summary of changes in agency fund balances due to taxing bodies and others follows.

	Sheriff's Civil Fund	Tax Collector Fund	Cash Bond Fund	Fines and Costs Fund	Jail Inmate Fund	Work Release Inmate Fund
June 30, 2012	\$ 324,171	\$ 1,479,098	\$ 210,491	\$ 213,869	\$ 62,532	\$ 323,962
Additions	3,417,482	81,941,423	142,800	3,103,702	1,180,262	3,535,094
Reductions	(3,461,035)	(83,409,446)	(158,174)	(3,093,017)	(1,198,341)	(3,516,530)
June 30, 2013	<u>\$ 280,618</u>	<u>\$ 11,075</u>	<u>\$ 195,117</u>	<u>\$ 224,554</u>	<u>\$ 44,453</u>	<u>\$ 342,526</u>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

**(13) Taxes Paid Under Protest**

The unsettled balances due to taxing bodies and others in the agency funds at June 30, 2013, include \$100 of taxes paid under protest plus interest earned to date on the investment of these funds. These funds are held pending resolution of the protest and are accounted for in the Tax Collector Agency Fund.

**(14) Litigation and Claims**

At June 30, 2013, the Sheriff is involved in several lawsuits claiming damages. In the opinion of the Sheriff's legal counsel, resolution of these lawsuits would not create a liability to the Sheriff in excess of insurance coverage.

**(15) Ex-officio Tax Collector**

The amount of cash on hand at year end was \$11,075. The unsettled balances of the Tax Collector Fund at June 30, 2013 consist of the following:

Ad valorem taxes	\$ 5,773
Protest taxes	100
Undistributed interest	1,776
Tax Notices, etc	341
Redemptions and refunds to taxpayers	3,227
Costs and overages	(280)
Interest on current year taxes	138
<b>Total</b>	<b><u>\$ 11,075</u></b>

The amount of taxes collected for the current year by taxing authority was as follows:

Rapides Parish School Board	\$33,644,737
Rapides Parish Police Jury	19,056,142
Rapides Parish Sheriff	11,916,419
Rapides Parish Library	4,975,439
Red River Levee District	1,783,523
Red River Waterway Commission	1,597,046
Rapides Parish Assessor	1,433,256
Ward 9 Recreation District	809,342
Ward 10 Recreation District	488,939
Gravity Drainage District	301,315
Water District 11A	155,352
Fire District 12	298,585
LA Forestry Commission	34,882
LA Tax Commission	15,095
<b>Total</b>	<b><u>\$76,510,072</u></b>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Notes to Basic Financial Statements (Continued)**

For the fiscal year ended June 30, 2013, the taxes assessed and uncollected were due to movable property and the amounts are as follows

	Louisiana Tax Commission			
	Decreases	Adjudications	Bankruptcies	Unpaid
Rapides Parish School Board	\$ 431,779	\$ 10,315	\$ 21,557	\$ 93,863
Rapides Parish Police Jury	244,557	5,843	12,210	53,163
Rapides Parish Sheriff	152,929	3,654	7,635	33,245
Rapides Parish Library	63,852	1,525	3,188	13,881
Red River Levee District	22,889	547	1,143	4,976
Red River Waterway Commission	20,496	490	1,023	4,455
Rapides Parish Assessor	18,394	439	918	3,999
Ward 9 Recreation District	10,387	248	519	2,258
Ward 10 Recreation District	6,275	150	313	1,364
Gravity Drainage District	3,867	92	193	841
Water District 11A	1,994	48	100	433
Fire District 12	3,832	92	191	833
LA Forestry Commission	448	11	22	97
LA Tax Commission	194	5	10	42
	<u>\$ 981,891</u>	<u>\$ 23,458</u>	<u>\$ 49,021</u>	<u>\$ 213,450</u>

**(16) Operating Leases**

The Sheriff is committed for more than a single year under leases for office equipment and building or office space. The leases are considered for accounting purposes to be operating leases.

Lease expenditures for the year ended June 30, 2013 amounted to \$103,354, and consisted solely of minimum lease payments.

Future minimum lease payments for non-cancellable leases are as follows:

Fiscal year ending

June 30,

2014	\$ 74,442
2015	22,250
2016	<u>22,080</u>
	<u>\$ 118,772</u>

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Notes to Basic Financial Statements (Continued)

(17) Risk Management

The Sheriff is exposed to risks of loss in the areas of vehicle liability, professional law enforcement liability, group health and workers' compensation. These risks are handled by purchasing commercial insurance. There have been no significant reductions in insurance coverage during the current fiscal year, nor have settlements exceeded coverage for the past three years.

(18) Excess of Expenditures Over Appropriations

The Sheriff had actual expenditures in excess of budgeted expenditures for the year ended June 30, 2013 as follows:

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance</u>
General Fund	\$ 36,038,800	\$ 40,743,600	\$ 40,856,883	\$ (113,283)

(19) New Accounting Pronouncements

In April 2012, the Governmental Accounting Standards Board (GASB) approved Statement No. 65, "Items Previously Reported as Assets and Liabilities." This statement clarifies the appropriate reporting of deferred outflows of resources and deferred inflows of resources to ensure consistency in financial reporting. The provisions of GASB No. 65 must be implemented by the Sheriff for the year ending June 30, 2014. The effect of implementation on the Sheriff's financial statements has not yet been determined.

In June, 2012 the GASB approved Statement No. 67, "Financial Reporting for Pension Plans" and Statement No. 68, "Accounting and Financial Reporting for Pensions." GASB Statement No. 67 replaces the requirements of GASB Statement Nos. 25 and 50 relating to financial reporting and note disclosures of pension plans. GASB Statement No. 68 establishes accounting and financial reporting requirements related to pensions for governments whose employees are provided with pensions through plans covered by Statement No. 67. The provisions of GASB Statement No. 67 must be implemented by the Louisiana Sheriff's Pension and Relief Fund for the year ending June 30, 2014 and provisions of GASB Statement No. 68 must be implemented by the Sheriff for the year ending June 30, 2015. The effect of implementation of these statements on the Sheriff's financial statements has not yet been determined.

(20) Subsequent Event Review

The Sheriff has evaluated subsequent events through October 14, 2013, the date which the financial statements were available to be issued.

## **REQUIRED SUPPLEMENTARY INFORMATION**

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**General Fund**  
**Budgetary Comparison Schedule**  
**Year Ended June 30, 2013**

	<u>Budget</u>		<u>Actual</u>	<u>Variance - Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
<b>Taxes</b>				
Ad valorem	\$ 10,600,000	\$ 11,800,000	\$ 11,880,369	\$ 80,369
Sales	11,950,000	11,825,000	11,887,949	62,949
<b>Intergovernmental revenues -</b>				
Federal	131,400	265,800	273,482	7,682
State	2,822,300	2,814,900	2,812,116	(2,784)
Local	350,700	1,236,400	1,245,220	8,820
<b>Fees charges and commissions for services -</b>				
Fees	708,000	729,500	756,104	26,604
Feeding and maintaining prisoners	8,112,900	10,094,400	10,087,574	(6,826)
Commissions	1,249,200	1,374,200	1,454,861	80,661
Interest income	15,000	12,000	12,841	841
Other income	155,600	232,600	260,066	27,466
<b>Total revenues</b>	<u>36,095,100</u>	<u>40,384,800</u>	<u>40,670,582</u>	<u>285,782</u>
<b>Expenditures</b>				
<b>Current -</b>				
<b>Public safety</b>				
Personal services and related benefits	25,642,894	27,421,672	27,349,899	71,773
Operating services	4,563,656	5,005,973	4,981,249	24,724
Operations and maintenance	5,739,550	6,962,800	7,167,369	(204,569)
Travel and other charges	92,700	80,800	86,097	(5,297)
Capital outlay	-	1,272,355	1,272,269	86
<b>Total expenditures</b>	<u>36,038,800</u>	<u>40,743,600</u>	<u>40,856,883</u>	<u>(113,283)</u>
<b>Excess (deficiency) of revenues over expenditures</b>	<u>56,300</u>	<u>(358,800)</u>	<u>(186,301)</u>	<u>172,499</u>
<b>Other financing sources (uses)</b>				
Transfer from Capital Projects Fund	-	409,600	409,570	(30)
Transfer to Drug Enforcement Fund	(66,300)	(61,800)	(61,800)	-
Sales of capital assets	10,000	11,000	11,139	139
<b>Total other financing sources (uses)</b>	<u>(56,300)</u>	<u>358,800</u>	<u>358,909</u>	<u>109</u>
<b>Excess of revenues and other sources over expenditures and other uses</b>	<u>-</u>	<u>-</u>	<u>172,608</u>	<u>172,608</u>
<b>Fund balance, beginning</b>	<u>10,412,331</u>	<u>10,412,331</u>	<u>10,412,331</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ 10,412,331</u>	<u>\$ 10,412,331</u>	<u>\$ 10,584,939</u>	<u>\$ 172,608</u>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Special Revenue Fund - Drug Enforcement Fund**  
**Budgetary Comparison Schedule**  
**For the Year Ended June 30, 2013**

	<u>Budget</u>		<u>Actual</u>	<u>Variance - Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
Intergovernmental				
Federal	\$ 66,806	\$ 63,100	\$ 63,009	\$ (91)
Local	8,590	8,005	8,005	-
Commission on forfeited assets	-	4,082	4,082	-
Total revenues	<u>75,396</u>	<u>75,187</u>	<u>75,096</u>	<u>(91)</u>
<b>Expenditures</b>				
Current -				
Salaries and related benefits	101,313	100,928	100,218	710
Utilities	4,128	4,237	2,692	1,545
Telephone	5,499	3,270	3,399	(129)
Informants and undercover operations	30,000	26,000	24,500	1,500
Supplies	-	1,810	1,446	364
Office expense	-	100	2,637	(2,537)
Insurance	756	642	642	-
Total expenditures	<u>141,696</u>	<u>136,987</u>	<u>135,534</u>	<u>1,453</u>
Deficiency of revenues over expenditures	(66,300)	(61,800)	(60,438)	1,362
<b>Other financing sources</b>				
Transfer from General Fund	<u>66,300</u>	<u>61,800</u>	<u>61,800</u>	<u>-</u>
Excess (deficiency) of revenues and other sources over expenditures	-	-	1,362	1,362
<b>Fund balance, beginning</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund balance, ending</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,362</u>	<u>\$ 1,362</u>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Schedule of Funding Progress**  
**For the Year Ended June 30, 2013**

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liabilities (AAL)	Unfunded Actuarial Accrued Liabilities (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
July 1, 2008	\$ -	\$14,322,544	\$14,322,544	0.0%	\$23,283,072	61.5%
July 1, 2010	\$ -	\$22,603,441	\$22,603,441	0.0%	\$21,625,254	104.5%
July 1, 2012	\$ -	\$27,282,977	\$27,282,977	0.0%	\$23,300,313	117.1%

## **OTHER SUPPLEMENTARY INFORMATION**

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Comparative Statement of Net Position**  
**June 30, 2013 and 2012**

	<u>Governmental Activities</u>	
	<u>2013</u>	<u>2012</u>
<b>ASSETS</b>		
Current assets		
Cash and cash equivalents	\$ 2,187,466	\$ 397,671
Certificates of deposit	6,000,000	8,156,091
Receivables	2,613,120	2,451,486
Accrued interest receivable	3,814	9,322
Due from fiduciary funds	1,400	-
Inventories	49,341	42,097
Prepaid expenses	60,211	48,104
Total current assets	<u>10,915,352</u>	<u>11,104,771</u>
Noncurrent assets		
Capital assets, net	<u>12,304,562</u>	<u>12,566,271</u>
<b>TOTAL ASSETS</b>	<u>23,219,914</u>	<u>23,671,042</u>
<b>LIABILITIES</b>		
Current liabilities		
Accounts, salaries, and other payables	264,946	236,512
Deferred revenue	3,894	100
Total current liabilities	<u>268,840</u>	<u>236,612</u>
Noncurrent liabilities		
Compensated absences	1,609,075	1,370,876
Postemployment benefit obligation	7,650,404	5,872,762
Total noncurrent liabilities	<u>9,259,479</u>	<u>7,243,638</u>
<b>TOTAL LIABILITIES</b>	<u>9,528,319</u>	<u>7,480,250</u>
<b>NET POSITION</b>		
Invested in capital assets	12,304,562	12,566,271
Unrestricted	<u>1,387,033</u>	<u>3,624,521</u>
<b>TOTAL NET POSITION</b>	<u>\$ 13,691,595</u>	<u>\$ 16,190,792</u>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**General Fund and Drug Enforcement Fund**  
**Comparative Balance Sheet**  
**June 30, 2013 and 2012**

	<b>General Fund</b>		<b>Drug Enforcement Fund</b>	
	<b>2013</b>	<b>2012</b>	<b>2013</b>	<b>2012</b>
<b>ASSETS</b>				
Cash and cash equivalents	\$ 2,183,486	\$ 396,914	\$ 5,380	\$ 100
Certificates of deposit	6,000,000	7,750,000	-	-
Receivables	2,613,120	2,451,486	-	-
Accrued interest receivable	3,814	8,346	-	-
Due from other funds	233	100	-	-
Inventories	49,341	42,097	-	-
<b>Total assets</b>	<b>\$10,849,994</b>	<b>\$10,648,943</b>	<b>\$ 5,380</b>	<b>\$ 100</b>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities</b>				
Accounts payable	\$ 264,665	\$ 235,560	\$ -	\$ -
Accrued payroll liabilities	281	952	-	-
Due to other funds	-	-	233	100
Deferred revenue	109	100	3,785	-
<b>Total liabilities</b>	<b>265,055</b>	<b>236,612</b>	<b>4,018</b>	<b>100</b>
<b>Fund balances</b>				
Nonspendable - inventories	49,341	42,097	-	-
Restricted - drug enforcement	-	-	1,362	-
Unassigned	10,535,598	10,370,234	-	-
<b>Total fund balances</b>	<b>10,584,939</b>	<b>10,412,331</b>	<b>1,362</b>	<b>-</b>
<b>Total liabilities and fund balances</b>	<b>\$10,849,994</b>	<b>\$10,648,943</b>	<b>\$ 5,380</b>	<b>\$ 100</b>

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

General Fund  
Budgetary Comparison Schedule -  
Revenues, Expenditures, and Changes in Fund Balance - Budget to Actual  
Year Ended June 30, 2013  
With Comparative Actual Balances for Year Ended June 30, 2012

	2013				
	Budget			Variance -	2012
	Original	Final	Actual	Favorable (Unfavorable)	Actual
Revenues					
Taxes					
Ad valorem	\$10,600,000	\$11,800,000	\$11,880,369	\$ 80,369	\$10,709,013
Sales	11,950,000	11,825,000	11,887,949	62,949	11,953,255
Intergovernmental revenues -					
Federal	131,400	265,800	273,482	7,682	420,427
State	2,822,300	2,814,900	2,812,116	(2,784)	2,780,974
Local	350,700	1,236,400	1,245,220	8,820	351,923
Fees charges and commissions for services -					
Fees	708,000	729,500	756,104	26,604	721,705
Feeding and maintaining prisoners	8,112,900	10,094,400	10,087,574	(6,826)	8,260,319
Commissions	1,249,200	1,374,200	1,454,861	80,661	1,302,741
Interest income	15,000	12,000	12,841	841	24,041
Other income	155,600	232,600	260,066	27,466	254,867
Total revenues	<u>36,095,100</u>	<u>40,384,800</u>	<u>40,670,582</u>	<u>285,782</u>	<u>36,779,265</u>
Expenditures					
Current -					
Public safety					
Personal services and related benefits	25,642,894	27,421,672	27,349,899	71,773	25,324,474
Operating services	4,563,656	5,005,973	4,981,249	24,724	4,328,592
Operations and maintenance	5,739,550	6,962,800	7,167,369	(204,569)	5,902,383
Travel and other charges	92,700	80,800	86,097	(5,297)	84,045
Capital outlay	-	1,272,355	1,272,269	86	581,017
Total expenditures	<u>36,038,800</u>	<u>40,743,600</u>	<u>40,856,883</u>	<u>(113,283)</u>	<u>36,220,511</u>
Excess (deficiency) of revenues over expenditures	<u>56,300</u>	<u>(358,800)</u>	<u>(186,301)</u>	<u>172,499</u>	<u>558,754</u>
Other financing sources (uses)					
Transfer from Capital Projects Fund	-	409,600	409,570	(30)	-
Transfer to Drug Enforcement Fund	(66,300)	(61,800)	(61,800)	-	-
Sale of capital assets	10,000	11,000	11,139	139	900
Total other financing sources (uses)	<u>(56,300)</u>	<u>358,800</u>	<u>358,909</u>	<u>139</u>	<u>900</u>
Net change in fund balance	-	-	172,608	172,638	559,654
Fund balance, beginning	<u>10,412,331</u>	<u>10,412,331</u>	<u>10,412,331</u>	-	<u>9,852,677</u>
Fund balance, ending	<u>\$10,412,331</u>	<u>\$10,412,331</u>	<u>\$10,584,939</u>	<u>\$ 172,638</u>	<u>\$10,412,331</u>

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

General Fund  
Budgetary Comparison Schedule - Expenditures  
Year Ended June 30, 2013  
With Comparative Actual Balances for Year Ended June 30, 2012

	2013				
	Budget			Variance -	2012
	Original	Final	Actual	Favorable (Unfavorable)	Actual
Current					
Public safety -					
Personal services and related benefits					
Salaries	\$22,451,946	\$24,038,237	\$23,985,363	\$ 52,874	\$22,331,672
Payroll taxes	370,015	389,367	379,666	9,701	359,440
Pension	2,820,933	2,994,068	2,984,870	9,198	2,633,362
Total personal services and related benefits	25,642,894	27,421,672	27,349,899	71,773	25,324,474
Operating services					
Hospitalization insurance	3,752,755	4,052,566	4,048,939	3,627	3,527,156
Life insurance	287,403	300,919	300,180	739	284,380
Auto insurance	210,750	242,900	242,924	(24)	210,872
Deputy liability	301,248	362,088	362,142	(54)	302,856
Other liability insurance	11,500	47,500	27,064	20,436	3,328
Total operating services	4,563,656	5,005,973	4,981,249	24,724	4,328,592
Operations and maintenance					
Auto fuel and oil	1,005,100	1,042,100	1,029,725	12,375	992,563
Auto maintenance	193,700	285,000	305,692	(20,692)	190,258
Deputy uniforms, supplies, etc	180,800	230,100	239,966	(9,866)	143,477
Office supplies and expenses	410,400	495,700	535,474	(39,774)	398,635
Telephone and utilities	840,100	835,750	962,954	(127,204)	857,722
Maintenance contracts and rentals	534,650	738,750	758,859	(20,109)	569,803
Prisoner feeding and maintenance	1,990,000	2,499,000	2,499,806	(806)	2,080,922
Professional fees	133,700	204,500	226,908	(22,408)	176,908
Other	451,100	631,900	607,985	23,915	492,095
Total operations and maintenance	5,739,550	6,962,800	7,167,369	(204,569)	5,902,383
Travel and other charges	92,700	80,800	86,097	(5,297)	84,045
Capital outlay	-	1,272,355	1,272,269	86	581,017
Total expenditures	\$36,038,800	\$40,743,600	\$40,856,883	\$(113,283)	\$36,220,511

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**  
**General Fund**

*Schedule of Departmental Expenditures*  
For the Years Ended June 30, 2013 and 2012

	Personal Services and Related Benefits		Operating Services		Operations and Maintenance		Travel and Other Charges		Capital Outlay		Total	
	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012
<b>Expenditures</b>												
<b>Current -</b>												
Executive	\$ 1,285,109	\$ 1,352,011	\$ 675,673	\$ 593,599	\$ 653,146	\$ 482,825	\$ 8,076	\$ 7,591	\$ 105,565	\$ 73,015	\$ 2,727,569	\$ 2,509,041
Finance	355,692	395,978	58,375	55,774	29,936	21,295	-	733	562	4,169	444,565	477,949
Human resources	95,363	90,446	16,385	15,476	76,816	32,479	167	1,173	-	-	188,731	139,574
Support services	623,692	908,869	94,815	137,645	292,864	324,493	2,466	11,103	302,353	60,539	1,316,190	1,442,649
Bonds and fines	231,997	204,668	46,702	39,974	19,521	23,006	-	-	-	-	298,220	267,648
Civil	650,122	659,982	107,167	105,725	83,852	91,416	127	292	972	7,968	842,240	865,383
Tax	235,927	227,080	42,626	40,491	125,416	112,886	60	14	-	-	404,029	380,471
Enforcement	5,879,916	5,613,688	994,048	895,214	1,214,909	1,058,359	24,817	11,754	338,253	146,333	8,451,943	7,725,348
Investigative	3,476,801	2,615,762	529,543	378,161	398,895	294,006	33,375	29,894	60,536	123,862	4,499,150	3,441,685
School resource officers	3,301,977	3,106,016	511,569	475,308	41,951	45,122	2,011	2,875	6,321	19,448	3,863,829	3,648,769
Courthouse security	797,144	793,196	114,627	105,867	16,863	6,361	213	1,529	-	972	928,847	907,925
Corrections administrative	905,950	218,272	135,075	30,505	114,193	47,643	1,188	200	4,866	-	1,161,272	296,620
Corrections (DC-1)	2,263,936	2,906,605	380,429	455,588	667,474	718,627	4,556	3,548	31,727	6,167	3,348,122	4,090,535
Corrections (DC-3)	2,649,266	2,991,616	459,076	481,749	1,310,333	1,151,439	4,238	8,432	27,881	6,336	4,450,794	4,639,572
House arrest	187,673	259,449	33,540	42,220	98,615	111,276	861	946	486	486	321,175	414,377
Work release facility	3,636,468	2,253,752	644,357	359,730	1,750,592	1,194,636	3,803	3,961	244,518	106,947	6,279,738	3,919,026
Maintenance/road crew	664,202	658,661	118,463	103,441	249,859	164,295	100	-	121,619	24,775	1,154,243	951,172
Warehouse	108,664	68,423	18,779	12,125	22,134	22,219	39	-	26,610	-	176,226	102,767
<b>Total expenditures</b>	<b>\$27,349,899</b>	<b>\$25,324,474</b>	<b>\$4,981,249</b>	<b>\$4,328,592</b>	<b>\$7,167,369</b>	<b>\$5,902,383</b>	<b>\$86,097</b>	<b>\$ 84,045</b>	<b>\$1,272,269</b>	<b>\$581,017</b>	<b>\$40,856,883</b>	<b>\$36,220,511</b>

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Special Revenue Fund - Drug Enforcement Fund  
Budgetary Comparison Schedule -  
For the Year Ended June 30, 2013  
With Comparative Actual Balances for Year Ended June 30, 2012

	2013				
	Budget			Variance -	2012
	Original	Final	Actual	Favorable (Unfavorable)	Actual
Revenues.					
Intergovernmental					
Federal	\$66,806	\$ 63,100	\$63,009	\$ (91)	\$57,641
Local	8,590	8,005	8,005	-	80
Commission on forfeited assets	-	4,082	4,082	-	11,775
Total revenues	<u>75,396</u>	<u>75,187</u>	<u>75,096</u>	<u>(91)</u>	<u>69,496</u>
Expenditures					
Current -					
Salaries and related benefits	101,313	100,928	100,218	710	96,883
Utilities	4,128	4,237	2,692	1,545	1,430
Telephone	5,499	3,270	3,399	(129)	5,502
Informants and undercover operations	30,000	26,000	24,500	1,500	15,000
Supplies	-	1,810	1,446	364	-
Office expense	-	100	2,637	(2,537)	3,297
Insurance	756	642	642	-	756
Total expenditures	<u>141,696</u>	<u>136,987</u>	<u>135,534</u>	<u>1,453</u>	<u>122,868</u>
Deficiency of revenues over expenditures	(66,300)	(61,800)	(60,438)	1,362	(53,372)
Other financing source					
Transfer from General Fund	<u>66,300</u>	<u>61,800</u>	<u>61,800</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues and other sources over expenditures	-	-	1,362	1,362	(53,372)
Fund balance, beginning	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>53,372</u>
Fund balance, ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,362</u>	<u>\$ 1,362</u>	<u>\$ -</u>

## **NONMAJOR GOVERNMENTAL FUND**

### **Capital Projects Fund**

To account for funds designated for future expansion and acquisitions

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Nonmajor Governmental Fund -  
Capital Projects Fund  
Balance Sheet  
June 30, 2013  
With Comparative Totals for June 30, 2012

	<u>2013</u>	<u>2012</u>
<b>ASSETS</b>		
Cash and cash equivalents	\$ -	\$ 657
Certificates of deposit	-	406,091
Accrued interest receivable	<u>-</u>	<u>976</u>
Total assets	<u>\$ -</u>	<u>\$ 407,724</u>
<b>FUND BALANCES</b>		
Fund balances		
Assigned - capital projects	<u>\$ -</u>	<u>\$ 407,724</u>

**RAPIDES PARISH SHERIFF**  
**Alexandria, Louisiana**

**Nonmajor Governmental Fund -**  
**Capital Projects Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Year Ended June 30, 2013**  
**With Comparative Totals for Year Ended June 30, 2012**

	<u>2013</u>	<u>2012</u>
<b>Revenues</b>		
Miscellaneous - interest	\$ 1,846	\$ 2,304
<b>Expenditures</b>	<u>-</u>	<u>-</u>
Excess of revenues over expenditures	1,846	2,304
<b>Other financing use</b>		
Transfer to General Fund	<u>(409,570)</u>	<u>-</u>
Excess (deficiency) of revenues and other sources over expenditures	<u>(407,724)</u>	<u>2,304</u>
<b>Fund balance, beginning</b>	<u>407,724</u>	<u>405,420</u>
<b>Fund balance, ending</b>	<u>\$ -</u>	<u>\$ 407,724</u>

## **AGENCY FUNDS**

### **Sheriff's Civil Fund -**

To account for cash received from sheriff's sales, garnishment of wages, and services provided to other governmental units. Also, certain amounts are held pursuant to judicial orders pending finalization of legal suits.

### **Tax Collector Fund -**

Article V, Section 27 of the Louisiana Constitution of 1974, provides that the Sheriff will serve as the collector of state and parish taxes and fees. The Tax Collector Fund is used to collect and distribute these taxes and fees to the appropriate taxing bodies.

### **Cash Bond Fund -**

To account for cash bonds received for prisoners' release pending trial.

### **Fines and Costs Fund -**

To account for fines and costs on traffic and other legal violations received by the Sheriff to be distributed in accordance with specific laws and regulations.

### **Jail Inmate Fund -**

To account for the receipts and disbursements made to the individual prison inmate accounts.

### **Work Release Inmate Fund -**

To account for cash held for each prisoner in the Work Release Facility.

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Agency Funds  
Combining Balance Sheet  
June 30, 2013  
With Comparative Totals for June 30, 2012

	Sheriff's Civil Fund	Tax Collector Fund	Cash Bond Fund	Fines and Costs Fund	Jail Inmate Fund	Work Release Inmate Fund	Total	
							2013	2012
<b>ASSETS</b>								
Cash	\$ 280,618	\$ 11,075	\$ 195,117	\$ 224,554	\$ 40,884	\$ 341,028	\$ 1,093,276	\$ 2,608,763
Accounts receivable	-	-	-	-	-	-	-	974
Due from inmates	-	-	-	-	3,569	1,498	5,067	4,386
Total assets	<u>\$ 280,618</u>	<u>\$ 11,075</u>	<u>\$ 195,117</u>	<u>\$ 224,554</u>	<u>\$ 44,453</u>	<u>\$ 342,526</u>	<u>\$ 1,098,343</u>	<u>\$ 2,614,123</u>
<b>LIABILITIES</b>								
Due to other funds	\$ -	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ 1,400	\$ -
Due to taxing bodies and others	\$ -	\$ 9,675	\$ -	\$ -	\$ -	\$ -	\$ 9,675	\$ 1,479,098
Due to inmates	-	-	-	-	44,453	342,526	386,979	386,494
Due to others	280,618	-	195,117	224,554	-	-	700,289	748,531
Total liabilities	<u>\$ 280,618</u>	<u>\$ 11,075</u>	<u>\$ 195,117</u>	<u>\$ 224,554</u>	<u>\$ 44,453</u>	<u>\$ 342,526</u>	<u>\$ 1,098,343</u>	<u>\$ 2,614,123</u>

**RAPIDES PARISH SHERIFF**  
Alexandria, Louisiana

Agency Funds  
Combining Statement of Changes in Assets and Liabilities  
Year Ended June 30, 2013  
With Comparative Totals for Year Ended June 30, 2012

	Sheriff's Civil Fund	Tax Collector Fund	Cash Bond Fund	Fines and Costs Fund	Jail Inmate Fund	Work Release Inmate Fund	Total	
							2013	2012
Balances, beginning of year	\$ 324,171	\$ 1,479,098	\$ 210,491	\$ 213,869	\$ 62,532	\$ 323,962	\$ 2,614,123	\$ 3,085,838
Additions								
Deposits -								
Sheriff's sales, etc	3,417,482	-	-	-	-	-	3,417,482	3,563,518
Bonds, fines, and costs	-	-	142,580	3,103,702	-	-	3,246,282	2,879,658
Other deposits	-	-	-	-	1,045,647	3,533,476	4,579,123	4,073,823
Taxes, fees, etc paid to tax collector	-	81,941,423	-	-	-	-	81,941,423	74,682,786
Other additions	-	-	220	-	134,615	1,618	136,453	193,786
Total additions	<u>3,417,482</u>	<u>81,941,423</u>	<u>142,800</u>	<u>3,103,702</u>	<u>1,180,262</u>	<u>3,535,094</u>	<u>93,320,763</u>	<u>85,393,571</u>
Total	<u>3,741,653</u>	<u>83,420,521</u>	<u>353,291</u>	<u>3,317,571</u>	<u>1,242,794</u>	<u>3,859,056</u>	<u>95,934,886</u>	<u>88,479,409</u>
Reductions								
Taxes, fees, etc distributed to taxing bodies and others	-	83,409,446	-	-	-	-	83,409,446	74,912,902
Deposits settled to -								
Sheriff's General Fund	1,073,695	-	-	317,977	-	3,081,010	4,472,682	4,074,398
Rapides Parish Police Jury	-	-	-	1,052,514	-	-	1,052,514	1,000,869
District attorney	-	-	-	500,910	-	-	500,910	475,779
Indigent defender	-	-	-	413,812	-	-	413,812	278,248
Clerk of Court	178,437	-	-	-	-	-	178,437	164,392
Litigants	1,798,357	-	-	-	-	-	1,798,357	1,972,968
Other settlements	14,308	-	-	807,804	-	-	822,112	682,907
Other reductions	<u>396,238</u>	<u>-</u>	<u>158,174</u>	<u>-</u>	<u>1,198,341</u>	<u>435,520</u>	<u>2,188,273</u>	<u>2,302,823</u>
Total reductions	<u>3,461,035</u>	<u>83,409,446</u>	<u>158,174</u>	<u>3,093,017</u>	<u>1,198,341</u>	<u>3,516,530</u>	<u>94,836,543</u>	<u>85,865,286</u>
Balances, end of year	<u>\$ 280,618</u>	<u>\$ 11,075</u>	<u>\$ 195,117</u>	<u>\$ 224,554</u>	<u>\$ 44,453</u>	<u>\$ 342,526</u>	<u>\$ 1,098,343</u>	<u>\$ 2,614,123</u>

STATE OF LOUISIANA, PARISH OF RAPIDES

AFFIDAVIT

William Earl Hilton, Sheriff of Rapides

BEFORE ME, the undersigned authority, personally came and appeared, William Earl Hilton, the Sheriff of Rapides Parish, State of Louisiana, who after being duly sworn, deposed and said

The following information is true and correct:

\$11,075 is the amount of cash on hand in the tax collector account on June 30, 2013;

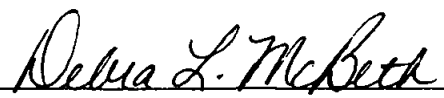
He further deposed and said

All itemized statements of the amount of taxes collected for tax year 2012, by taxing authority, are true and correct.

All itemized statements of all taxes assessed and uncollected, which indicate the reasons for the failure to collect, by taxing authority, are true and correct.

  
Sheriff of Rapides Parish

SWORN to and subscribed before me, Notary, this 16th day of September 2013, in my office in Alexandria, Louisiana

 (Signature)  
Debra L. McBeth (Print), # 68553  
Notary Public  
at death (Commission)

**INTERNAL CONTROL, COMPLIANCE, AND OTHER INFORMATION**

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 Russell F. Champagne CPA\*  
 Victor R. Slaven CPA\*  
 Gerald A. Thibodeaux, Jr. CPA\*  
 Robert S. Carter CPA\*  
 Arthur R. Nixon CPA\*  
 Penny Angelle Scruggins CPA  
 Christine C. Doucet, CPA

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 Brad E. Kolder CPA, JD  
 Casey L. Ardoin CPA

Retired  
 Conrad O. Chapman, CPA\* 2006

\* A Professional Accounting Corporation

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## INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable William E. Hilton  
 Rapides Parish Sheriff  
 Alexandria, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Rapides Parish Sheriff (the Sheriff) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Sheriff's basic financial statements and have issued our report thereon dated October 7, 2013.

### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Sheriff's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purposes of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Sheriff's internal control. Accordingly, we do not express an opinion on the effectiveness of the Sheriff's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Sheriff's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Although the intended use of this report may be limited under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document in accordance with Louisiana Revised Statute 44:6.

***Kolder, Champagne, Slaven & Company, LLC***  
Certified Public Accountants

Alexandria, Louisiana  
October 14, 2013

RAPIDES PARISH SHERIFF  
Alexandria, Louisiana

Summary Schedule of Current and Prior Year Audit Findings  
and Corrective Action Plan  
Year Ended June 30, 2013

<u>Ref No</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description of Finding</u>	<u>Corrective Action Taken</u>	<u>Corrective Action Planned</u>	<u>Contact Person</u>	<u>Anticipated Completion Date</u>
CURRENT YEAR (6/30/13) --						
		There were no findings noted for the fiscal year ended June 30, 2013				
PRIOR YEAR (6/30/12) --						
<u>Management letter</u>						
12-1 (ML)	2012	Due to the improper setup of the 2011 tax roll in the Sheriff's internally developed program, the distributions of ad valorem taxes to the taxing districts were not in accordance with the Grand Recapitulation issued by the Rapides Parish Assessor	Yes	Subsequent to the year ended June 30, 2012, all differences in amounts owed from/to taxing districts were settled. Additionally, in the future, the Sheriff will ascertain that the distributions will be made in accordance with the Grand Recapitulation	Mark Thibeaux, Finance Director	11/15/2012